



PUBLIC SERVICE AND TRUST COMMISSION

Committee on Alternatives to Court Appearances

Technology Subcommittee

Meeting Minutes
March 25, 2009

Those in attendance:

Mr. Scott Rosengrant, Chair
Family Support Magistrate John Colella
Mr. Lucio Deluca
Atty. Eric Groody

Mr. Ronald Macchio
Ms. Celia Seifert
Hon. David Tobin

Not Present:

Hon. Patrick Carroll III
Atty. Mark Ostrowski

Atty. Norman Roberts II

The Technology Subcommittee on Alternatives to Court Appearances met on March 25, 2009 at 1:00 pm at 99 East River Drive, East Hartford, in the 7th floor conference room.

The meeting was called to order by Scott Rosengrant at 1:15 pm. A last minute scheduling conflict prevented Judge Tobin from appearing in person so he was video conferenced (VC) in from the facility at 1 Lafayette Circle in Bridgeport. The minutes of the March 4th, 2009 meeting were unanimously approved.

The subcommittee discussed their observations of the present meeting being conducted with a video conferenced member. The VC unit used was a Polycom V700 portable unit that was placed on the conference table at the opposite end from where subcommittee members were seated. The subcommittee members had a very positive opinion of the VC and both the audio and video quality was excellent for the smaller room size. It was noted that the VC system used is more appropriate for one-on-one conversations but nevertheless was well received by all subcommittee members.

The subcommittee discussed their draft recommendations drafted by Ron Macchio, Eric Groody, and Scott Rosengrant. The recommendations are broken down into four categories, Infrastructure, Equipment, Resources, and Implementation. The document distributed included recommendations for the first two categories. Among the more important Infrastructure issues that need to be addressed for supporting VC are Cisco switch upgrades (or additions) and upgrading all sites to high speed connectivity (Wide Area Network). Cisco switches maintain a

Quality of Service in which certain activities on the bandwidth, such as VC, take priority to ensure smooth continual transmission of data. In addition, the purchase of bridge technology for multi-VC's at one time will be a necessity from increased use of VC by the Judicial Branch.

The subcommittee discussed the second category of Equipment. The equipment acquisition would be a phased in approach with considerations for cost effectiveness, proper technological fit and greatest operational impact. The subcommittee discussed that rather than address the Purposes Subcommittee's recommendations point-by-point that they were going to format their recommendations for VC equipment by room size. The room sizes discussed were courtrooms, hearing rooms, chambers, large and small conference rooms, private offices, training rooms, and VC Booths both at the courthouse and at the correctional facility. For each room space, the subcommittee set minimum technology standards for VC equipment.

The Court Support Service Division uses the Polycom V700 to conduct pre-sentence investigations. An analysis of the cost savings is currently underway and initial indications suggest that the investment in this equipment could pay for itself after conducting 26 pre-sentence investigations.

The subcommittee discussed their final recommendation report. The two remaining categories of Resources and Implementation will be drafted and finalized. Both estimated total cost and annual running and maintenance costs for all VC equipment will be calculated for the final recommendations. In addition, the report will have a cover sheet explaining the chosen methodology of getting the infrastructure updated, having a phased-in approach, and having VC be based on need and available funding. The subcommittee will revise the handout and distribute the updated version to subcommittee members via email.

The meeting adjourned at 3:00 pm. A tentative meeting was scheduled for Tuesday, April 7th at 1:30 pm at the same location.